



**TENANCY APPLICATION**  
(One application to be completed per person)

Date of Application: \_\_\_\_\_  
Lease to be in the Name/s of: \_\_\_\_\_  
Property: \_\_\_\_\_  
Rent: \_\_\_\_\_ PW/PCM Bond: \_\_\_\_\_  
Length of lease: \_\_\_\_\_ Tenancy to Commence: \_\_\_\_\_  
Landlord: \_\_\_\_\_

**TENANT PARTICULARS: Please complete all details**

Surname: \_\_\_\_\_ Christian Name/s: \_\_\_\_\_  
Current Address: \_\_\_\_\_  
Phone: (w) \_\_\_\_\_ (h) \_\_\_\_\_ (m) \_\_\_\_\_  
Name of present Landlord/Agent: \_\_\_\_\_ Ph: \_\_\_\_\_  
How long at present address? \_\_\_\_\_ Rent: \_\_\_\_\_  
Previous Address: \_\_\_\_\_  
Name of previous Landlord/Agent: \_\_\_\_\_ Ph: \_\_\_\_\_  
Number of children: \_\_\_\_\_ Names: \_\_\_\_\_ Ages: \_\_\_\_\_  
Details of pets: \_\_\_\_\_

Are you employed? Yes/No Full time/Casual/Part time/Centrelink/Other (Please circle)  
Occupation: \_\_\_\_\_ Net weekly income \_\_\_\_\_  
Length of Employment \_\_\_\_\_ Name of Employer: \_\_\_\_\_  
Address of Employer: \_\_\_\_\_  
Phone number of Employer: \_\_\_\_\_ Contact name: \_\_\_\_\_

If self employed: Business name: \_\_\_\_\_

How long self employed? \_\_\_\_\_ ABN: \_\_\_\_\_

Address of Business: \_\_\_\_\_

**Character References – NO RELATIVES**

(1) Name: \_\_\_\_\_ Phone no: \_\_\_\_\_

Address: \_\_\_\_\_

(2) Name: \_\_\_\_\_ Phone no: \_\_\_\_\_

Address: \_\_\_\_\_

Drivers Licence Number \_\_\_\_\_ Expiry: \_\_\_\_\_ Rego: \_\_\_\_\_

Date of Birth: \_\_\_\_\_

**Next of Kin:** *(Please provide details of preferred person to be contacted in the event of an emergency)*

Name: \_\_\_\_\_ Contact number: \_\_\_\_\_

Address: \_\_\_\_\_

I, the Applicant, declare that the above information is true & correct and that I have supplied it of my own free will. I acknowledge that my personal contents insurance is not covered under any lessor insurance policy/s and understand that it is my responsibility to insure my own personal belongings. I understand that you as the agent/lessor have collected this information for the purpose of determining whether I am a suitable tenant for the property – in particular to check my identification, my ability to care for the property, my character and my creditworthiness. For such purposes, I authorise you to contact the persons named in this application and to undertake such enquiries and searches (including tenancy databases searches) as you consider reasonably necessary. In doing so, I understand that information provided by me may be disclosed to, and further information obtained from referees names in this application and other relevant third parties. I acknowledge and accept that if this application is denied, the agent is not legally obliged to provide reasons as to why. I also consent and understand that should my tenancy be accepted and upon commencement of the tenancy agreement, there may be cause for the agent/lessor to pass my details onto others which may include (but is not limited to) insurance companies, body corporates, contractors, other real estate agents, salespeople and tenancy default databases.

I wish to undertake a tenancy for a period of \_\_\_\_\_ to commence on the \_\_\_\_\_ at a rental price of \$\_\_\_\_\_. I understand that I am to pay a rental bond of \$\_\_\_\_\_ on or before I take possession of the premises and sign a tenancy agreement.

The applicant acknowledges that the lessor and applicant (tenant) are bound by this agreement immediately upon communication of either the lessor or agent's acceptance of the application  
Yes/No

**Name of Applicant** .....

**Signature** .....**Date** .....